

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT No. 1
Bridgewater Township
PO Box 109, MARTINSVILLE, N. J. 08836

Martinsville Station # 1
Martinsville, NJ
March 08, 2011

Minutes of the March 08, 2011 Meeting

The meeting was called to order at 8:00 PM by Commissioner Nodes, who gave notice of the Sunshine Law requirements.

Present were Commissioners Mr. Nodes, Mr. Rose, Dr. Cetuk, Mr. Van Nostrand, Mr. Kalafsky, Mr. Lichtig and Mr. Durant. Assistant Chief John Kovacs was also present.

A motion was made by Mr. Nodes and seconded by Dr. Cetuk to dispense with the normal order of business to administrate the Oath of Office to Mr. Kalafsky and Mr. Lichtig and conduct the annual reorganization of the board.

The following commissioners were elected to office:

Chairman: Bill Rose

Vice Chairman: John Lichtig

Secretary: Greg Durant

Treasurer: Howard Van Nostrand

Asst Treasurer/Secretary: Jim Kalafsky

A motion was made by Mr. Durant and seconded by Mr. Rose to return to normal order of business and passed.

Roll was called with the newly assembled board. Present were Commissioners Mr. Rose, Mr. Van Nostrand, Mr. Kalafsky, Mr. Lichtig, and Mr. Durant. Assistant Chief John Kovacs was also present.

The minutes of the February 2011 meeting were approved. Motion made by Mr. Durant, seconded by Mr. Kalafsky and passed.

The Treasurer's report for February 2011 was presented and approved, motion by Mr. Durant, second by Mr. Kalafsky. The bills for February 2011 were presented and approved, motion by Mr. Durant and seconded by Mr. Kalafsky and passed.

The meeting was opened to the public at 8:12 PM. Jim Hope thanked Commissioners Cetuk and Nodes for their dedicated service. There being no other comments or questions for the Board, the meeting were closed to the public at 8:15 PM.

Correspondence:

1. Registration form for truck 43-151.
2. Email from Howard Norgalis stating the Joint Board will cover the cost of the 2011 mail-in election notice.
3. Revised Annuity and Life Insurance list of eligible 2011 members.
4. OPRA request form from John Kovacs for digital recording and minutes for the January 2011 meeting
5. Richard Braslow's Business Entity Disclosure Certification.
6. N.J Association of Fire Districts December 4, 2010 meeting minutes
7. E-mail from Ken Jinks with his 2011 Budget and 2010 Audit fee schedule. Urban and Jinks P.A accounting fees for 2011 will be \$7,000.00.
8. E-mail from Richard Braslow with his fee schedule for 2011. Richard Braslow's legal fees for 2011 will be \$150.00 per hour.
9. Correspondence from Richard Braslow with the following resolution to be adopted.
 - i. Authorizing Appointment of Accountant
 - ii. Authorizing Appointment of Attorney for the 2011 – 2012 Year
 - iii. Authorizing Appointment of Auditor for the 2011 – 2012 Year
 - iv. Adoption of Cash Management Plan
 - v. Authorizing Regular Meeting Schedule for the 2011 – 2012 Year
 - vi. Designation of Official Newspaper for Publications for the 2011 – 2012 Year
 - vii. Authorizing Approval and Payment of Claims
 - viii. Designation Surety Bonding for the Commissioners
10. Correspondence confirming Commissioner Durant sent the election certification documents to the, DCA, Township Clerk, Tax Assessor, Board of Taxation and Tax Collector.
11. The election tallies were as follows:
John Lichtig 116
Jim Kalafsky 118
Budget Yes 156 - Budget No 59

The Chief's report for February 2011 was approved, motion by Mr. Durant and seconded by Mr. Kalafsky.

Old Business

Martinsville Rescue Squad: Mr. Cowley contacted Mr. Braslow and Mr. Jinks to outline the bonded procedure to purchase a first response vehicle for the Rescue Squad. The Rescue Squad will provide the BOFC a formal letter indicating they have internally voted and approved the spending of the BOFC funds on the purchase of a vehicle.

Truck Maintenance: March truck checks are at 100%. Fire and Safety will begin the annual maintenance on trucks and tools.

Insurance: Bonding for the Treasurer was increased from \$500k to \$1M. Member Annuity and Life Insurance eligibility list and payment will be submitted by March 31, 2011.

Membership and Personnel: No Report.

Trucks Out of the District: Request to bring Trucks 102, 141, 145, and 162 to the Saint Patrick's Day parade in Somerville on March 14th. Motion made by Mr. Kalafsky, seconded by Mr. Van Nostrand and passed.

Bridgewater Joint Board: The next Joint Board meeting will be in March 16th at Bradley Gardens.

Firefighter Incentive: Member Annuity and Life Insurance eligibility list and payment will be submitted by March 31, 2011.

New Development: No report.

Long Range Planning: No report.

Daytime Manpower: For the month of February Martinsville Fire Department had one mutual aid call.

Vehicle Training: Ongoing.

Retired Equipment: Ongoing

Security System: Meeting held with Adalex on March 8th to walk through Station No.1. Deposit will be sent to Adalex and installation will be scheduled.

New Business

Web Site: John and Doug will discuss the direction of the Department's website requirements. The Board will not pay for any charges to host a second site.

The following eight standard resolutions will be adopted via roll call.

Resolution 11-05: Authorizing Appointment of Attorney for the 2011-2012 Year.

Resolution 11-06: Authorizing Regular Meeting Schedule for the 2011-2012 Year.

Resolution 11-07: Adoption of Cash Management Plan.

Resolution 11-08: Designating Surety Bonding of Commissioners.

Resolution 11-09: Designation of Official Newspapers for Publications for the 2011-2012 Year.

Resolution 11-10: Authorizing Appointment of Auditor for the 2011-2012 Year.

Resolution 11-11: Authorizing Approval and Payment of Claims

Resolution 11-12: Authorizing Appointment of Accountant for the 2011-2012 Year.

There being no further business, the meeting was adjourned at 9:15 pm.

Respectfully submitted,

Gregory Durant

Martinsville Volunteer Fire Department

Chief's Report

March-11

M-F

Event No. Date Address # of Members DT Call Total Hours Mutual Aid Company

39 3/2/2011 1246 U.S. Highway 202/206 (Kiddie Academy) 11 Y 5.5

40 3/4/2011 Thompson Ave/Rt 22 19 Y 9.5

41 3/4/2011 11 Loller Dr. 16 N 16

42 3/7/2011 10 Hamilton Lane (Brook Arts Center) 26 N 13 Erroneous Call

43 3/8/2011 29 Winslow Drive 13 N 13

44 3/8/2011 1044 Eastbrook Road 12 Y 18

45 3/11/2011 1247 Mt. Vernon 20 Y 40

46 3/13/2011 1246 U.S. Highway 202/206 (Kiddie Academy) 17 N 8.5

47 3/17/2011 1271 Rt. 22 - Red Bull Inn 11 Y 22 Green Knoll

48 3/17/2011 1300 Crim Road (Crim School) 14 N 7

49 3/19/2011 2118 Washington Valley Road 13 Y 13

50 3/21/2011 1890 Washington Valley Road (Blessed Sac.) 8 Y 4

51 3/21/2011 123 Branch Road 8 Y 4 Green Knoll

53 3/23/2011 1036 Tullo Farm Road 11 Y 11

54 3/26/2011 60 Blazier Road 19 N 19

55 3/28/2011 1007 Buxton Road 11 Y 5.5 Green Knoll

57 3/29/2011 1238 Mount Vernon Road 17 N 17

Total Fire Calls 226

Training/Drills/Work Detail

2/21/2011 Monthly Truckwork (Feb. - Station 1) 11.0

3/4/2011 Truck Check - 101 1.0

3/5/2011 Safety Officer Training Course 49.5

3/6/2011 Truck Check - 145 1.5

3/6/2011 Truck Check - 141 0.5

3/6/2011 Truck Check - 102 0.5

3/6/2011 Truck Check - 103 0.5

3/8/2011 Firefighter I 15.0

3/8/2011 Truck Check - 101 4.0

3/10/2011 Firefighter I 15.0

3/10/2011 Truck Check - 151 1.0

3/11/2011 Firefighter I 12.0

3/11/2011 Truck Check - 145 3.0

3/12/2011 Stavallo Quarry - Site Review (Line Officers) 17.5

3/14/2011 Monthly Drill - Extrication 37.5

3/14/2011 Prep for Monthly Drill 4.0

3/15/2011 Truck Check 1.0

3/15/2011 Firefighter I 15.0

3/15/2011 Firefighter II 6.0

3/15/2011 Truck Check 141 1.0

3/15/2011 Truck Check - 103 1.0

3/17/2011 Truck Check - 141 1.0

3/17/2011 Driver Training - 102 3.0

3/17/2011 Firefighter I & II 21.0

3/18/2011 Truck Check - 151 1.0

3/19/2011 SCBA Training 35.0

3/20/2011 Truck Check - 102 (and driver training) 4.0

3/21/2011 Firefighter I 15.0

3/21/2011 Truck Check - 102 1.0
3/22/2011 Firefighter I & II 21.0
3/22/2011 Truck Check - 151 1.0
3/23/2011 Truck Check - 103 1.0
3/23/2011 Truck Check - 102 1.0
3/24/2011 Firefighter I 15.0
3/24/2011 Truck Check - 101 2.0
3/24/2011 Truck Check - 145 2.0
3/26/2011 Extrication Drill (not mandatory) 12.0
3/27/2011 Truck Check - 151 1.0
3/28/2011 Monthly Truckwork - Station 1 22.0
3/28/2011 Monthly Truckwork - Station 2 12.0
3/29/2011 Hose Deployment Training (not mandatory) 15.0
3/31/2011 Fire Prevention & Safety 12.0
3/31/2011 Bloodborne Pathogens Training (not mandatory) 10.0

Total Training 405.5

7/2011 Monthly Meeting 34.0
3/8/2011 Commissioners Meeting 27.0
3/16/2011 Tri-County Firematics Meeting 4.0
3/18/2011 Bridgewater Fireman's Relief Assoc. Meeting 6.0
3/21/2011 Line Officers Meeting 18.0
3/22/2011 Executive Officers Meeting 9.0

Total Meetings 98.0

Total 729.5

SAD

3/6/2011 Fire Prevention & Fire Safety for Scouts 9.0
3/6/2011 Prepare monthly newsletter 4.0
3/8/2011 Prepare minutes 3.5
3/11/2011 Re-pack cross lays - 101 4.0
3/13/2011 Somerville St. Patricks Parade 90.0
3/17/2011 Refuel 151 1.0
3/20/2011 Purchase Beverages 1.0
3/23/2011 Fix 145 airhorn 1.0
3/23/2011 Fill SCBA tanks/training 1.0
3/24/2011 Purchase Dry Erase Board & install (station 2) 8.0
3/28/2011 Prepare letters to newcomers 1.5
3/31/2011 Serviced Extinguishers - Sta. 1 & 2 2.0

Total SADs 105.5